

MINUTES

Meeting: Warminster Area Board
Place: Warminster Civic Centre, Sambourne Road, BA12 8LB
Date: 10 November 2022
Start Time: 7.00 pm
Finish Time: 9.10 pm

Please direct any enquiries on these minutes to: Ben Fielding, Democratic Services, (Tel): 01225 718656 or (e-mail) Benjamin.fielding@wiltshire.gov.uk

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Present:

Wiltshire Councillors

Cllr Tony Jackson, Warminster Broadway (Chairman)
Cllr Bill Parks, Warminster North & Rural (Vice-Chairman)
Cllr Andrew Davis, Warminster East
Cllr Pip Ridout, Warminster West
Cllr Christopher Newbury, Wylve Valley

In Attendance:

Cllr Richard Clewer, Leader of Wiltshire Council

Wiltshire Council Officers

Liam Cripps, Strategic Engagement Partnerships Manager
Dominic Argar, Assistant Multimedia Officer
Lizzie Watkin, Assistant Director Finance
Ben Fielding, Senior Democratic Services Officer

Partners and Parishes

Sergeant Louise Oakley – Wiltshire Police
Sergeant Kevin Harmsworth – Wiltshire Police
Jim Weston - Group Manager, Dorset & Wiltshire Fire and Rescue Service
David Reeves – Warminster Health Wellbeing and Social Care Forum
Stephanie Stevens – Warminster Health Wellbeing and Social Care Forum
Cllr Neil Carpenter, Corsley Parish Council
Cllr Sue Fraser, Warminster Town Council
Heather Parks, Sutton Veny Parish Council
Cllr Phil Hollihead, Chapmanslade Parish Council

Total in attendance: 34

| <u>Minute No..</u> | <u>Summary of Issues Discussed and Decision</u> |
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| 1. | <p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Warminster Area Board.</p> |
| 2. | <p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Sarah Jeffries (Clerk to Maiden Bradley, Horningsham and Chitterne Parish Councils) and Nic Courtice (Dorset & Wiltshire Fire and Rescue Service).</p> |
| 3. | <p><u>Minutes</u></p> <p>The minutes of the meeting held on 4 October 2022 were presented for consideration and it was;</p> <p><u>Resolved:</u></p> <p>To approve and sign as a true and correct record of the minutes of the meeting held on 4 October 2022.</p> |
| 4. | <p><u>Declarations of Interest</u></p> <p>There were no declarations of disclosable pecuniary interest.</p> |
| 5. | <p><u>Chairman's Announcements</u></p> <p>The chairman gave the following updates:</p> <ul style="list-style-type: none"> • Wiltshire Council Climate Strategy Delivery Plans The Chairman noted that attached to the agenda pack was a briefing note, which set out details of the new delivery plans to support the Council's adopted Climate Strategy. • Voluntary Community and Social Enterprise (VCSE) Alliance (BSW Integrated Care Board) Update It was noted that within the agenda pack was an update from the Voluntary Community and Social Enterprise (VCSE) Alliance (BSW Integrated Care Board). The updated provided an overview of the role of the VCSE leadership alliance as well as noting the progress which had been made so far within the voluntary sector over the past 18 months. • Update from Community First The Chairman drew reference to an update included within the agenda pack |

from Community First. The update covered their recent AGM and Awards celebration, which took place on 12 October 2022 as well as a volunteer recruitment campaign and current vacancies that they were looking to recruit to.

- **Substantive Highways Scheme Fund Bid Application Process for Funding in 2023/24**

The Chairman drew attention to the briefing note which was included within agenda supplement 2 regarding Substantive Highways Scheme Fund Bid Application Process for Funding in 2023/24. As detailed in the briefing note, a Substantive Highways Scheme Fund would be made available in 2023/24 to enable Area Boards to bid (via their respective Local Highways and Footpath Improvement Groups (LHFIGs)) for funding to deliver priority transport schemes that exceed their Discretionary Highways Budget. The briefing note explained the bid application process as well as included an application form to be completed by the deadline of Friday 18 November.

- **Operational Flood Working Group and Parishes Contacts**

Cllr Bill Parks drew attention to the Southern Operational Flood Working Group, which meets every 3 months with organisations such as Wessex Water and Wiltshire Council to discuss issues in parishes and towns. Cllr Parks reminded parishes that if they wished to get involved to contact him with the chosen representative from each parish.

- **Celebrating Age Wiltshire Event**

Attention was drawn to agenda supplement 2, which included a poster for a Celebrating Age Wiltshire Event. The event would be for older people in Warminster and was set to be an afternoon of creativity and music at Warminster Library on Tuesday 13th December at 1.30pm.

- **Local Successes**

Warminster Area Board would like to congratulate the following individuals and groups for their respective achievements:

- One of England's first Lionesses, Eileen Foreman from Warminster was awarded an international cap by the FA during a special celebration at Wembley in front of 80,000 people.
- Congratulations were given to Shelley and the team at the Cross Keys pub in Corsley who won the Wiltshire Life Pub of the Year 2022.
- Congratulations and a thank you were given to Marion Barton, the Avenue Surgery Social Prescriber, for her excellent Ageing Well event held on 14 September.
- Warminster Carnival Committee were congratulated for the carnival which took place on Saturday 29 October 2022, with all profits going to local charities.

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Warminster Community Hospital

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| | <p>The Area Board received an update from Victoria Hamilton (Director of Infrastructure at Wiltshire Health & Care) about the re-opening of Warminster Community Hospital Longleat Ward. The update covered the following points:</p> <ul style="list-style-type: none"> • Wiltshire Health and Care were tenants in the hospital and had been working closely with the owners of the hospital, NHS Property Services, to refurbish and upgrade accommodation. • Following 6 months of work, the Longleat ward has now been refurbished to include 25 beds, all with ensuite facilities. • The offices for the community teams had also been improved as well as replacing a generator to ensure the hospital still has power if there was to be a power cut. • Progress is currently being made to replace the boiler as well as to complete work on the Longleat ward garden landscaping, having been allocated a social prescribing budget. <p><u>Friends of Warminster Hospital</u></p> <p>Richard Curtis, Chair of Friends of Warminster Community Hospital was introduced to the Area Board. Richard spoke to the Area Board and covered the following points:</p> <ul style="list-style-type: none"> • Friends of Warminster Hospital had raised funds over the past years and had now begun to spend them, with £11,000 contributed towards new furniture for the refurbished ward. • Further money is set to be spent in support of the new garden. • During Covid, the Friends of the Hospital helped to keep staff morale up by providing morale boosting packs. • It was stressed that Richard’s main concern as Chair is to try to get the people of Warminster engaged with the hospital as well as recruiting volunteers on the ward, with numbers having dropped from 60 to 20. |
| 7. | <p><u>Updates from Partners</u></p> <p>Updates were received from the following partners:</p> <ul style="list-style-type: none"> • Wiltshire Police <p>The Area Board received a verbal update from Sergeant Louise Oakley which included the following points:</p> <ul style="list-style-type: none"> • Structural change had taken place in the Warminster area team, with Inspector Al Lumley having been promoted to the role of Chief Inspector. Sergeant Kevin Harmsworth would be the new Inspector from January in the new year. <p>Sergeant Oakley provided an update of the local priorities for Warminster:</p> <ul style="list-style-type: none"> • Anti-social behaviour and youth crime – has escalated since summer and the team have been working hard to tackle this with communication taking place between ER CCTV and Kingdown school. A dispersal order |

was placed on Warminster over the weekend of 29 and 30 October with a number of youths stopped and taken home.

- Shoplifting – The number of thefts took a dip between September and October however it is expected that this will increase due to the cost-of-living increase.
- Speed enforcement and Community Speed Watch – Data from the last quarter suggested that the Upper Deverills have had the highest proportion of speeding motorists. Road policing units are therefore increasing their presence in this area.
- Rural crime – There has been a decrease in hare coursing, however an increase in shed and garage breaks involving the theft of farming equipment. An operation set to take place soon to combat this.

Following the presentation there was time for the following questions and points to be raised:

- It was questioned how much officer time can be spent on speed enforcement, to which it was clarified that little time is spent on speeding due to the team being driven by a threat, harm, risk, and demand approach. Recently the team spent a day in Chitterne and Heytesbury but are reliant on numbers produced by Community Speed Watch, which allows the team to dedicate themselves to the areas with the highest proportion of speeding. Parishes were encouraged to get in touch with Sergeant Oakley should they wish to set up a Community Speed Watch group.

- **Dorset & Wiltshire Fire and Rescue Service**

The Area Board noted a written update attached to the agenda which contained a link to a 10-minute video which showed notable incidents that the force had attended, and the good work that was achieved across the Service in the last three months. The Area Board also noted a further written update included in agenda supplement 3.

The Area Board received an additional verbal update Group Manager for Wiltshire Jim Weston. The update covered the following points:

- A lot of prevention and protection work has taken place recently with 60 safe and well visits conducted a month across the Wiltshire Area, with the service keen to conduct more.
- Further protection work has included making sure that local buildings are safe.
- Though Warminster has always had a good number of staff, recruitment continues with the Warminster team looking to diversify the team as much as possible.
- Over firework weekend there was a low number of incidents with calls having dropped from 27 in August, to 14 in September and then 6 in October.
- Recent incidents included a property fire in Crockerton where a dog was rescued as well as a low-level car fire within the lion enclosure at Longleat Estate.

Following the update there was time for the following questions and points to be raised:

- It was questioned where there had been any call outs relevant to flooding, to which it was clarified that though the figures had not been provided for November, leading up to the end of October there had not been any. Work has been conducted to prepare for this risk with table-top exercises having taken place.
- The Chairman thanked the fire service for attending and for their open day which they had hosted the previous week.

- **BSW Together (Integrated Care System)**

The Area Board noted a written update attached to the agenda.

- **Healthwatch Wiltshire**

The Area Board noted a written update attached to the agenda.

- **Warminster and Villages Community Partnership**

Cllr Ridout updated that the Warminster and Villages Community Partnership had not recently had a meeting and though members were still involved, the Partnership was currently on hold.

- **Warminster Community Police Task Group (CPTG)**

The Area Board noted a written update attached to the agenda. Cllr Ridout stated that she had been grateful for the villages that had attended the last meeting, though it could have been better attended by others. The meeting was positive and discussed a number of issues as included within the report.

- **Warminster and District Health and Wellbeing Forum**

The Area Board noted a written update attached to the agenda. David Reeves noted that they had been trying to increase engagement of local parishes with the help of Cllrs Parks and Newbury. Additionally, David updated that planning for the Health Fair in 2023 was progressing with 37 exhibitors arranged, with the event set to take place on the King's coronation day. It was also noted that a review of the Forum's internal budgets was set to take place.

Following the update there was time for the following questions and points to be raised:

- Regarding engagement, Cllr Ridout drew attention to a presentation on Neighbourhood Collaboratives that had taken place at the Health Select Committee, which suggested that forums should get in touch.
- It was suggested that Cllrs Parks and Newbury make further contact with the parishes to increase engagement, with the Forum also willing to visit them to provide presentations.

- **Local Youth Network**

Liam Cripps (Strategic Engagement Partnerships Manager) noted that though no applications for youth grant funding had been received for the meeting, a

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| | <p>meeting with representatives from Kingdown and Warminster Schools was set to be planned within the next weeks. This would encourage grant applications where suitable as well as organising Local Youth Network meetings. Attention was drawn to the Community First reports included within the agenda pack, which provided feedback on the successful rural youth projects in Codford and Chapmanslade.</p> <ul style="list-style-type: none"> • Town and Parish Councils <p>The area board noted that a written update had been attached to the agenda from Sutton Veny, Chapmanslade and Chitterne Parish Councils.</p> <p>Cllr Sue Fraser provided an update on behalf of Warminster Town Council, which covered that work is currently being completed on the Neighbourhood Plan which will go out to consultation once sufficient progress has been made.</p> <p>Cllr Neil Carpenter provided an update on behalf of Corsley Parish Council, with it noted that their most recent Parish Council meeting had taken place earlier in a week and had involved a good presentation from Longleat. Other local issues included the on-going lorry issue as well as fly-tipping.</p> |
| 8. | <p><u>Warminster and District Chamber of Trade and Commerce</u></p> <p>Matthew Towl (Chair) was unable to attend the Area Board meeting, therefore it was agreed that Matthew would be invited to attend and present at a future Area Board meeting.</p> |
| 9. | <p><u>Cost of Living Crisis</u></p> <p>The Chairman drew attention to a briefing note included in the agenda pack from the Engagement and Partnerships Team from Wiltshire Council, which outlined the role of Area Boards and examples of how they can support the cost of living in Wiltshire.</p> <p><u>Warminster and District Foodbank - Jean Colgrave</u></p> <p>The Area Board received a presentation from Manager of the Warminster and District Foodbank, Jean Colgrave. The presentation covered the following points:</p> <ul style="list-style-type: none"> • The Foodbank was first set up in 2009 in a garage and is now located in Dewey House with 30 volunteers. • The priority of the Foodbank is to provide food to people during a crisis on a temporary basis. Food is provided on a pre-planned list for those that need it. • People use the Foodbank for a variety of reasons and situations, with more recently an increase of use from Ukrainian and Afghan refugees. • The pandemic had been tough, with face-to-face contact stopped, however the Foodbank worked via phone calls and made referrals to Cornerstone. |

- Recently the Foodbank has provided for 113 residents, with 51 of these having been children. This is a stable number and can be accredited to other organisations within the town providing food vouchers, for example Iceland and Morrisons.
- The main concerns for the Foodbank are that their lease will complete in March as well as concerns of homelessness within the town.

Following the presentation there was time for the following questions and points to be raised:

- Regarding homelessness, it was stated that people can be supported via the Streetlink App as well as the Wiltshire Council Rough Sleepers Team.
- It was clarified that though people are encouraged to collect their food from the Foodbank, there is a delivery service available.

Warminster Action Group – Annie Davis and Jo Bridle

The Area Board received a presentation from Annie Davis and Jo Bridle from the Warminster Action Group. The presentation covered the following points:

- The Group began during the first lockdown via Facebook, when it was recognised that there were local people shielding and were therefore unable to visit supermarkets for food or to pick up prescriptions.
- The Group therefore provided food and prescription deliveries for those in need as well as providing weekly phone calls for those who experienced loneliness.
- The Group now has over 50 volunteers and has a focus of reducing loneliness and isolation within Warminster, with visits now being conducted to the homes of residents, also encouraging them to leave their homes to engage in activities and the local community.
- The Warminster Action Group house has been open for over a year with 30 people visiting each week over the 3 days that they are open.
- In recent times the Group has been running a school uniform bank and is also set to become a warm space, with free soup set to be offered.

Following the presentation there was time for the following questions and points to be raised:

- Reference was made to a church driven group in Chapmanslade, which has also been providing a foodbank as well as an isolation and loneliness system. It was stressed that it would be positive for such organisations to work together to create a wider-spread impact.

The Ernest & Marjorie Fudge Trust – Fran Pearson

The Area Board received a presentation from Chair of the Ernest & Marjorie Fudge Trust, Fran Pearson. The presentation covered the following points:

- Reference was drawn to the poster which had been included within the agenda pack to raise awareness of the Fudge Trust.
- It was outlined that Ernest & Marjorie Fudge had left their money to the

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| | <p>people of Warminster, with £100,000 available each year to people who need the money.</p> <ul style="list-style-type: none"> • Applications for funding are completed online through a system and are then discussed at quarterly meetings during the year. • Previous examples of funding included scooters for people with disabilities to give them freedom and disabled toilets for churches. <p>Following the presentation there was time for the following questions and points to be raised:</p> <ul style="list-style-type: none"> • It was questioned whether the Terms of Reference of applications to the Fudge Trust could be updated to included residents within BA13 postcodes. |
| 10. | <p><u>Local Highways and Footway Improvement Group (LHFIG)</u></p> <p>Cllr Bill Parks introduced the minutes and recommendations from the LHFIG meeting held on 5 October 2022. In addition, as chair of the Warminster LHFIG, Cllr Parks updated that he had been provided with a draft practice note, which would be circulated to parishes, with Wiltshire Council inviting comments.</p> <p><u>Resolved</u></p> <p>The minutes of the Local Highways and Footway Improvement Group meeting held on 5 October 2022 were agreed as a correct record as well as the recommendations within.</p> <p><u>Update from Maiden Bradley Weight Watchers (Including Chapmanslade and Corsley)</u></p> <p>The Area Board received a presentation from Alex Channer on behalf of the Three Villages HGV Campaign regarding an on-going freight issue that they have been experiencing. The presentation included the following points:</p> <ul style="list-style-type: none"> • It was outlined that representatives from Chapmanslade, Corsley and Maiden Bradley were in attendance as a combined alliance due to being unfairly burdened with HGV traffic, though not one of the villages is located on strategic freight routes. • Reference was drawn to a report by Mouchel Parkman (2006), which suggested weight limits be adopted to protect the involved communities (2011 TRO). The report also proposed lifting the weight limit on the B3089 slip road connecting the A350 to the A303, to enable HGVs to turn west safely onto the A303. However, Wiltshire Council decided to indefinitely defer implementation of the 2011 TRO. • Examples of the current situation experienced by the villages were provided along with photographic representations. <p>The Group outlined the following proposal to the Area Board to ask for support</p> |

and to formally raise awareness of the issues:

1. Adopt a Temporary TRO to pilot the enforcement of all three weight limits for 18 months.

Chapmanslade: Implement 7.5t weight limit on the A3098. Update signage at junctions with the A3098 - on the A36 and A361 – as well as junctions with relevant secondary roads.

Corsley: Implement 18t weight limit on the A362. Update signage at junctions entering the A362 - on the A36 and A361, and the Longleat (picket post) roundabout – as well as junctions with relevant secondary roads.

Maiden Bradley: Implement 7.5t weight limit on the B3092. Update signage at junctions entering the B3092 – on the A361, A303, A350 – as well as junctions with relevant secondary roads. Remove the 7.5t weight limit on the A350/B3089 slip road at Willoughby Hedge and update signage.

2. Use this period to collect real-time data on the impacts of the weight limits and to consult stakeholders.
3. De-couple our local solution from national, strategic projects over which Wiltshire Council has no control.

Following the presentation there was time for the following questions and points to be raised:

- It was stated that there was an awareness from Members that this had been a problem for several years.
- Reference was drawn to how pollution levels in Corsley are now 3 times the EU limit for CO₂ and NO₂. Additionally, there is no wind meaning that pollution hangs in the valley.
- It was stated that in relation to Chapmanslade, Somerset Council has protected itself by imposing weight limits, however this has caused a problem of leakage in Chapmanslade with drivers attempting to take short cuts through residential areas.
- Regarding Maiden Bradley, it was stated that a planning application has been submitted to extend Foster Yeoman Limited Quarry and that lorries are using the Frome By-pass as a short cut to not use the right turn junction at the A350.
- Cllr Richard Clewer, Leader of Wiltshire Council stated that though he could not speak from a Highways perspective, the solution seemed to make sense and that though he could make no promises he would follow up emails of previous contact. In addition, it was stressed that the council would have the power to put up ANPR cameras to enforce the issue.

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| | <p><u>Resolved:</u></p> <p>The Warminster Area Board noted the efforts of the three villages and that it supported and encouraged on-going dialogue between the representatives of the villages and Wiltshire Council Officers to reach a speedy outcome.</p> |
| 11. | <p><u>Area Board Funding</u></p> <p>The Chairman noted that no applications for funding had been received for this meeting but invited Liam Cripps (Strategic Partnerships Engagement Manager) to provide an update regarding the remaining funding status of Warminster Area Board, which was as follows:</p> <ul style="list-style-type: none"> • Capital funding - £19,744.10 • Youth funding - £16,457.00 • Health and Wellbeing funding - £5,779.74 <p>Reference was drawn to the local priorities, which had been identified by Warminster Area Board, with the organisations present at the meeting encouraged to apply for funding as they could fit into the local priorities:</p> <ol style="list-style-type: none"> a. Supporting Local Volunteer Groups b. Health and Wellbeing c. Empowering People d. Youth Engagement <p>The Area Board then received presentations from the following guest speakers, which covered the success of previous area board funding applications:</p> <p>Warminster Athenaeum – Tony Nicklin</p> <p>Mr Nicklin took the opportunity to thank Warminster Area Board on behalf of the Warminster Athenaeum for the grant funding which they had previously received and how the building was thriving thanks to the Area Board. Mr Nicklin outlined the following successful grant applications:</p> <ul style="list-style-type: none"> • 2020 – Warminster Area Board provided a £5,000 grant towards a new boiler which enabled the Athenaeum to save money towards their gas bill, with the building now achieving a saving of 30%. • 2021 – Warminster Area Board provided a £5,000 grant towards an air control system to remove airborne covid bacteria, following government recommendations for community buildings. The grant funding enabled the Athenaeum to install a £15,000 ventilation system across multiple rooms as well as heat recovery fans. • 2022 – Warminster Area Board provided a £2,500 grant which enabled the Athenaeum to reconfigure one of their toilets for male visitors. <p>Landowner Engagement and Destination Signs - Nigel Linge MBE</p> |

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| | <p>Mr Linge provided an overview of a projects that his volunteer group had so far completed, with it noted that they had inserted or replaced over 2,000 signs on Salisbury Plain and around Warminster. Other examples of the completed work included the signposting of 51 Rights of Way routes in the Warminster Area, clearance of overgrown routes and the upgrading of footpaths to bridleways.</p> <p>An overview of one of the grant projects was provided, which included the signposting of a route between Henford's Marsh and Longbridge Deverill. As the work had been completed with an underspend, Mr Linge provided a proposal of further work which could be completed including Horningsham Bridleway 24 and the bridleway crossing of the A342, which could be completed using the left-over grant funding.</p> <p><u>Resolved:</u></p> <p>Warminster Area Board agreed that Mr Linge and his volunteer group could complete the proposed further work using the left-over grant funding from their previous project.</p> <p>Community First</p> <p>The Chairman noted that a representative from Community First was unable to attend the meeting, however they had provided two reports which had been included in the agenda and supplements. The reports highlighted the work that had been completed by Community First, including projects that had been funded by Warminster Area Board.</p> |
| 12. | <p><u>Urgent items</u></p> <p>There were no urgent items.</p> |
| 13. | <p><u>Future Meeting Dates</u></p> <p>The date of the next meeting is 2 February 2023.</p> |